Financial Services I

Competencies: Perform accounting procedures Week 3.5

 Explore employment in financial services

 Calculate business problems

 Create databases

 Prepare for competition

 \*\*\*All work due Friday unless otherwise noted.\*\*\*

Monday, February 1

Accounting I: 11-2 Work Together, On Your Own, Application

Accounting II: 15-5 Mastery; 15-6 Challenge Ex. Cr.

Calculator: Lesson 15, p. 94; Turn in completed Answer Sheet by **tomorrow**, end of lab.

MicroType: Lesson 17

*Prepare for Judged Events – Presentations to our Class; Finalize all* ***JUDGES’ FOLDERS TODAY.***

Tuesday, February 2

Accounting I: 11-3 Work Together, On Your Own, Application

Accounting II: C. 15 Study Guide

MS Office: Organize files for Units A-D Access Databases

Bus. Prin.: 9-1 Career Opportunities, p. 200 – Lecture/Discussion in class

*Prepare for Judged Events – Presentations to our Class*

**REGION 14 JUDGED EVENTS – EASTLAND CAREER CENTER – EVENTS BEGIN AT 3 P.M.**

***Note: Our Lab will be closed for events starting at 2:45 p.m.***

***All competitors in the cafeteria; snack bar will be open.***

Wednesday, February 3

Accounting I: 11-4 Work Together, On Your Own, Application

Accounting II: Check C. 15 Study Guide

Bus. Prin.: 9-2 Planning Your Career – Lecture/Discussion

MS Office: Access Unit A – Chapter Work together in class

 Complete Access Unit A Terminology – Handout – due **next Monday**

Thursday, February 4

Accounting I: 11-5 Work Together, On Your Own, Application

Accounting II: C. 15 TEST

Bus. Prin.: 9-3 Applying for Employment

MS Office: Access, Unit A, Concepts Review, Access pp. 18-19

 Access, Unit A, Skills Review, Access pp. 19-21

Friday, February 5

**REGION 14 AWARDS – Central Crossing High School**

Central Crossing High School Auditorium

Leave ECC: 9 a.m.

Return ECC: 1:30 p.m. (pictures of winners will be taken by home school in Main Lobby)

Professional Dress

Bring money for lunch

GOOD LUCK TO ALL COMPETITORS!